

DC Workforce Investment Council Minutes

Friday, March 18, 2005

Members Present: Colleen Lee, DC WIC Chair; Joe Chirico, Chevy Chase Bank, Mario Acosta, Strategic Consulting; Heidi Goldberg, WOW; Angela Nottingham for Jalel Greene, Director, DHCD; Rose Lindsay, for Deputy Mayor for Planning & Economic Development; Elwood York & Patricia Britton, DOC; John Butler, Archbishop Carol High School; Kim Whittington for Mary Davis, Washington Sports & Entertainment Inc.; Margaret Singleton, DCCC; Lori Kaplan, Director LAYC; Ted Daniels for DHS; Shanti Ramsaran for Marni Frankel; Janice Carmichael for UDC; Vincent Orange, DC Council [sent a representative, name not legible] **Guest Present:** Michael Stevens, DC Marketing Center; Carol Randolph, Walls Communication; Eydie Whittington, for CSOSA; Dorothea Gross, AgeWise Solutions; Kay Greene, American Express; **DCWIC Staff Present:** Keith Mitchell, Lillian Nazario, and Amelia Lofton

The Chair welcomed members and guests. The meeting was called to order at 8:45 a.m. Member Patricia Britton, Special Assistant, DC Department of Corrections hosted this meeting and provided a brief introduction of the newly appointed interim Director Mr. Elwood York. Mr. York provided an overview of the department, and indicated the need to work in collaboration with the DCWIC, as he is responsible for 300+ adjudicated youths in need of employment and other services. Michael Stevens, DC Marketing Center provided an overview of the marketing center and its role in promoting the District to business, in assisting the retaining current business, and discussion major new projects that will bring new jobs to DC residents. Member participation at this meeting was 54%. The chair called for a motion to accept minutes from December 2004 general meeting. Motion passed. Treasurer's report indicating DCWIC's approved requisitions and pending approval of expenditures. Keith indicated that the complete expenditure report would be provided at the June 17 meeting as the DCWIC budget is loaded into the District's new PASS system. The chair called for committee reports:

Universal Access:

The committee is working on the following initiatives: completion of the addendum to the Business Plan for One-Stop Operations; monitoring and tracking the translation of documents mostly used by District's LEP populations; monitoring and track one stop center services to disable individuals, LEP's, Asian & Pacific Islander and minority women. Members have conducted sight visits to the Franklyn One Stop Center and have agreed to collaborate with the Mayor's Office on Latino Affairs & the Mayor's Office on Asian & Pacific Islander Affairs to request DCWIC funding for the assessment tool project.

EI/LMI:

Margaret updated members on DCWIC's recommendations to changes in LMI collection and presentation; implementing strategies to address skills gap for entry-level positions for District residents; phase two of the employer survey to include small business employers with less than 5 employees and finalization of the updated State of the Workforce Report 2005. Margaret indicated the need to involve small business as 80% of business in DC has less than 5 employees.

Education and Training:

Chaired by Dr. William Pollard, President, UDC this Committee will be responsible for improving coordination and collaboration of resources identified through the DCWIC's Resource Mapping Initiative, tracking and monitoring of WIA community college initiative, and continuation of District's Education Pipe-line.

DC YIC:

Melissa Mowrey indicated that DCPS has 10 operating Career Academies and will provide a status report at the next general meeting. She provided a draft copy of the DCPS Jobs for America's Graduate-DC dropout prevention program, and asked members to review the draft and provide recommendations to her via email. She indicated an interest in collaborating with DCWIC and DOES on the summer youth employment program and is working with DCPS to get jobs for DC students.

One Stop Oversight/Community Involvement:

Keith met with Committee Chair; Jos Williams regarding the committee work plan and activities for this year. It was agreed that committee members would review and update the District's WIA Eligible Training Provider process and make recommendations.

The WIC Executive Director briefly reviewed the following with members:

- *Resource Mapping Initiative*
- *State of the Workforce Report 2005 Best Practice Report*
- *District's Summer Youth Jobs Program 2005*

Motions and Recommendations:

Recommendation to the DCWIC to work with DOC in addressing the employment and social needs of 300+ adjudicated youths (DCYIC) 3-17-05

Recommendation to the DCWIC to continue to monitor and track the District legislation addressing services to LEP's and translation of documents mostly used by LEP residents (UAC) 3-17-05

Recommendation to develop survey for small and medium size business in the District (EI/LMI) 3-17-05

Recommendation to develop and update the District's training provider policy and the list of demand occupations (One Stop) 3-17-05

Motion to accept the DCYIC's Youth Opportunity Resolution (adopted) 3-17-05

Motion to accept DOES request for transfer of WIA funds (adopted) 3-17-05

Handouts:

- Department of Corrections publication "DOC Today"
- DC civilian population by sex, race, Hispanic/Latino ethnicity, marital status and age
- DC Youth Investment Council Youth Opportunities Resolution
- DOES request for transfer of WIA Funds

The next DCWIC Board Meeting will be held on Friday, June 17, 2005 at the Washington Convention Center, Room 209A, NW, Washington, D.C. From 8:00 to 11:30 a.m.

Respectfully submitted by Joslyn Williams, DCWIC Secretary